



COMMONWEALTH OF MASSACHUSETTS  
THE TRIAL COURT  
PROBATE AND FAMILY COURT DEPARTMENT  
ADMINISTRATIVE OFFICE  
JOHN ADAMS COURTHOUSE  
PEMBERTON SQUARE, MEZZANINE  
BOSTON, MA 02108

Angela M. Ordoñez  
CHIEF JUSTICE

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**TO:** All Persons Interested in Receiving Appointments under Category D of the Probate and Family Court Supreme Judicial Court Rule 1:07 Fee Generating Appointment List

**FROM:** Hon. Angela M. Ordoñez, Chief Justice *AMO*

**DATE:** October 9, 2014

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**If you are currently on the Category D list and would like to remain on the list for 2015**

To remain on the Category D list, you must take a yearly mandatory CLE as set forth by the Administrative Office of the Probate and Family Court. This requirement supersedes any prior requirement to have a certain number of credits every year, or every other year. We have updated our Rule 1:07 report to include this requirement. The Rule 1:07 report can be found at <http://www.mass.gov/courts/docs/courts-and-judges/courts/probate-and-family-court/fee-categories-qualifications-methods-application.pdf>

At this time, in order to remain on the Category D list, you must take one of the trainings listed below.

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|--|------------|
| November 7, 2014 – MUPC & MUTC Update 2014 – MCLE              | 2150042P01 |
| November 7, 2014 – MUPC & MUTC Update 2014 Live Webcast – MCLE | 2150042WBC |
| ON DEMAND (Recorded) WEBCAST – MUPC & MUTC Update 2014 – MCLE  | 2150042RBC |

November 14, 2014 – Second Annual Probate Law Conference – MBA @ *Lombardo's* in Randolph, MA

If you would like to register, you must contact the organization directly ([www.mcle.org](http://www.mcle.org)) OR ([www.massbar.org](http://www.massbar.org)) Please do not contact the Administrative Office to register.

**Documents to be submitted to the Probate and Family Court Administrative Office by December 15, 2014**

If you attend the MCLE program on November 7, 2014 or the MBA program on November 14, 2014, you must obtain a Certificate of Attendance form.

If you view a MCLE webcast, you will not receive a certificate of attendance from MCLE. Instead, we ask that you send us proof of purchase, as well as an affidavit stating that in addition to purchasing the webcast, you also viewed the webcast.

The completed Certificate of Attendance or proof of purchase and affidavit must be submitted to the Administrative Office by **December 15, 2014** or your name will no longer appear on the court-generated Category D list. These documents may be sent by facsimile (617-788-8995), by US mail to the Probate and Family Court Administrative Office at the above address or by e-mail to [jocelynne.welsh@jud.state.ma.us](mailto:jocelynne.welsh@jud.state.ma.us).

**If you are not yet approved to be on the Category D list and would like to apply**

To apply to be on the Category D list, you must take one of the live courses or one of the webcast options listed above prior to submitting your application. The required documents referenced above (Certificate of Attendance or proof of purchase and affidavit) must be submitted with your application package. The application is available at <http://www.mass.gov/courts/court-info/trial-court/pfc/pf>